

横須賀基地空席広報

VACANCY ANNOUNCEMENT

Reissue

広報番号： Announcement No.	CFAY-003-01-05(R2)
募集締切日： Closing Date	30 Nov 05
発行日： Date of Issue	21 Oct 05

1.職種名 Job title (等級 Grade 7 / 語学等級 LAD 4)
Legal Advisor, #532
(法律顧問職)

受諾可能な下位等級 Acceptable Trainee Level: 1-6

<input checked="" type="checkbox"/> 事務系 Administrative	<input type="checkbox"/> 技能系 Blue Collar Trade	<input type="checkbox"/> 保安系 Security	<input type="checkbox"/> 医療系 Medical
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募集人数	No. of Recruitment
1 名	

4.募集範囲 Area of Consideration

- ☒ 現 MLC/IHA 従業員（部隊内）
Current MLC/IHA Employee within Security Det.
- ☒ 現 MLC/IHA 従業員(通勤圏内)
Current MLC/IHA Employee in commuting distance
- ☒ 現 MLC/IHA 従業員(全在日米軍)
Current MLC/IHA Employee Japan Wide
- ☒ 外部 Off Base Applicant

2.部隊 Activity
COMFLEACT Yokosuka
Staff Judge Advocate Office (Code 003)
勤務場所 Work place: 横須賀市泊町 Tomari-cho, Yokosuka

5.雇用の種類 Type of Employment

☒ MLC

☐ IHA ☐ HPT

☒ 常用 Permanent

☐ 限定 Limited Term (____ヵ月 Months)

3.勤務時間 Work Schedule (週 40 時間制 hrww)
 勤務日 Working Days : **5 days/week, Monday thru Friday**
 時間帯 Working Hours : **0800-1645 (Recess 45 min.)**
☐ 夜勤 Night Shift ☒ 残業 Overtime ☒ 出張 Business Travel (Relief Duty)

6.職務内容 Duties

See attached list.

7.資格要件／身体条件 Qualification/Physical Requirements

a. One year of specialized technical or administrative work experience equivalent at 1-6 level in the related work. If applicant does not have such specialized experience, possession of Doctorate Degree in accredited graduate school in a related field may qualify him/her at 1-7 level.

b. Must have graduated from college/university majoring in law.

c. Knowledge of Japanese criminal/civil law, Status of Forces Agreement (SOFA), Japanese court procedures, Uniform Code of Military Justice, local military regulations, etc.

d. Skill in negotiating and coordinating with Japanese courts, police, customs, immigration, and other governmental agencies for the U.S. Forces personnel who are involved in the incident.

e. Skill in using computer to conduct internet based research and word processing programs in composing legal documents.

f. Ability to speak, read and write English at exceptional proficiency level (LAD-4).

g. Ability to translate legal documents from Japanese to English and vice versa.

h. Ability to serve as an interpreter-translator at court Martial.

*An applicant who does not fully meet the qualification requirements stated above may be considered at a lower grade level as below.

1-6: a. One year of specialized technical or administrative work experience equivalent at 1-5 level in the related work. If applicant does not have such specialized experience, possession of Masters Degree in a related field may qualify him/her at 1-6 level.

b. Must have graduated from college/university majoring in law.

*A handicapped applicant may be accepted, depending upon the degree and kind of disability.

英語力 English Language Proficiency : ☐ 必要なし None ☐ 初級 Basic ☐ 中級 Intermediate ☐ 上級 Advanced ☒ 特段の能力 Exceptional

學歷 Educational Background : See block 7 & 8

8.提出するもの Application and Associated Documents

職務状況 Working Condition

* ☒ **空席応募用紙** Application for Vacancy Announcement (HROY Form 1)
 ****HROのウェブサイトにてPDF形式の様式を入手出来ます。 <http://hro.cnfj.navy.mil> ****

* ☒ **法律業務の知識・技能・経験についての専門経歴書** Resume of knowledge, skills and experience in the law field.

☒ **大学（法科）卒業証書の写し又は卒業証明書** Certificate of university graduate, major in law.

☒ **英語の能力を証明するものの写し** Certificate of English Proficiency (Copy)


☒ **80円切手を貼付し、応募者の郵便番号・住所・氏名を書いた返信用封筒（12cm x 23.5cm）**
 12cm x 23.5cm envelope with Applicant's Zip Code, Address, Name and an 80-yen stamp (MPS is not acceptable.)

記入は Complete * in ☐ 日本語で Japanese ☒ 英語で English

問い合わせ先 for Job Inquiries

提出先 Office to Submit

事務処理欄 For Official Use


担当部署／担当者名 Office
 横須賀基地司令部マネージメントオフィス
 人事管理課 担当： 佐藤・石原
 046-816-8148/046-816-8143
 DSN 243-8148/8143
 (職務内容に関する問い合わせ)

〒238-0001 神奈川県横須賀市泊町1番地, Box 22
1 banchi Tomari-cho, Yokosuka, Box 22
米海軍横須賀基地統合人事部雇用課 (HRO)
COMNAVFJORJAPAN, Human Resources Office Yokosuka
(HRO), MLC/IHA Employment Office (N131D)
☎046-816-8152 DSN 243-8152 (提出・通知に関する問い合わせ)

PD No.: CFAY-003-006 PD is accurate and current. Certified by Activity: ts7/12
HRO: ah7/19 yk7/20

応募要項を満たしていない場合、選考の対象になりません。 Incomplete applications will not be processed.

提出された応募書類はお返ししません Submitted applications will not be returned.

Duties of Legal Advisor, #532-7

Performs professional legal work of moderate difficulty and renders legal opinions on problems concerning US Forces personnel and/or Japanese personnel in criminal, civil and/or other law.

Studies and researches Japanese law, legislation and other legal documents. Prepares summaries of legal points for superior as pertains to assigned problems, and advise on course of action. Answers questions on legality and interpretation of applicable laws, opinions, decisions, precedents, regulations, etc.

Studies and advises on matters concerning subordinate commands pertaining to Japanese jurisdiction over US Forces personnel under the Status of Forces Agreement between the United States and Japan and applicable directives.

Accompanies US representative to Japanese trials in district, high and supreme courts involving US Forces personnel and advises US representative with respect to points of Japanese laws and court procedures arising during the trial. Prepares accurate reports of trial proceedings for information to superior, and assists US representative in the preparation of final trial report.

Discusses matters involving exercise of criminal jurisdiction by Japanese authorities over US Forces personnel with Japanese judicial and procuratorial authorities.

Provides technical guidance and assistance to junior legal assistants in researching and digesting legal materials; collecting and compiling information; preparing and translating various documents and reports; and coordinating legal matters.

Performs other related or incidental duties as assigned.

The following tasks are included as addition to the above:

Coordination work

- (a) Coordinates the entire liaison between Japanese courts, procurators, police, customs officials, claims representatives, immigration authorities and other governmental agencies, etc in regard to incidents involving U.S. Forces personnel and charges against them prior to indictment for summary or criminal action by Japanese courts.
- (b) Coordinates all efforts in an attempt to expedite waivers of jurisdiction by Japanese authorities, and/ or to aid in obtaining the least severe level of action by civil authorities.
- (c) Obtains all available information regarding an incident, applies it to Japanese and U.S. law and the Status of Forces Agreements, supplies the Staff Judge Advocate with opinions regarding the relative seriousness of the incident, notifies all pertinent U.S. commands, and provides CNFJ with all required information regarding the incident.
- (d) Advises Staff Judge Advocate and U.S. Forces personnel regarding condolence visits to Japanese nationals injured by U.S. Forces personnel, or regarding visits to their families when the injuries were severe or fatal. Advises the personnel on condolence customs, manners and accepted procedures, and in serious cases accompanies U.S. Forces personnel.